

TO: Members of the Stafford County Community Policy and Management Team

FROM: Donna Krauss  
Assistant to the County Administrator  
For Human Services

DATE: August 12, 2013

RE: Minutes from the July 15, 2013 meeting  
Notice of the August 19, 2013 meeting

Enclosed please find the minutes from our last CPMT meeting. If there are any questions, changes, or comments, please call me at 658-4622.

Our next meeting is scheduled for August 17, 2013 at 2:00 p.m. in the ABC Conference Room.

Thank you.

**County of Stafford Community Policy and Management Team  
ABC Conference Room- Stafford County Government Center  
Minutes July 15 2013- 2:30 pm**

Call to order- The meeting of the Stafford CPMT was called to order at 2:30 pm.

- Present were Mr. Bill Tignor (parent representative), Mr. Michael Muse (Stafford DSS), Ms. Jean Johnson (Health Department), Mr. Ronald Lynch for Mr. Vince Butaitis (CSU), Mr. Ronald Branscome (RACSB-Chairman), and Ms. Barbara Platt for Ms. Susan Clark (Stafford County Public Schools)
- Others: Ms. Donna Krauss (Assistant to the County Administrator for Human Services), Ms. Stephanie Beamer (Coordinator for Human Services), and Mr. Anthony Romanello (County Administrator and CSA Fiscal Agent)
- Absent: Ms. Debe Fults (disAbility Resource Center, Mr. Robert Thomas (Board of Supervisors)

1. Approval of the Minutes- The minutes to the May 20, 2013 CPMT meeting was reviewed by the CPMT members. A motion was made to approve the minutes, seconded, and approved. The secretary was authorized to sign. 5 yes 0 no vote
2. Public Comment – No requests for public comment
3. Closed Meeting- The acting Chairman called for a motion to convene in closed meeting pursuant to Virginia Code §2.2-3711 A (15) to discuss medical records excluded from 2.2-3711 pursuant to subdivision of 1 of 2.2-3705.5. A motion was made to convene in closed session, motion seconded and approved.
  - 1A- request for funding of a group home placement
  - 2B- request for copayment appeal
  - 3C- request for funding of a group home placement

Certification of Closed Meeting, a call for certification from all members that, to the best of their knowledge, the CPMT discussed only matters lawfully exempted from statutory open meeting requirements; and only public business matters identified in the motion to convene the closed meeting. Roll call vote 6 ayes

4. Action on funding requests-
  - 1A- CPMT approved placement- 5 yes 0 no vote
  - 2B- CPMT approved HSO office recommendation- 6 yes 0 no vote
  - 3C- CPMT approved placement. 6 yes 0 no vote

5. CSA Program financial report/ Ms. Donna Krauss

6. Supplemental Foster Care Expenditures and Notification of Payments-

- Mr. Michael Muse presented the expenditures and payment notifications for May 2013. A motion was made to approve the expenditures and notification of payments, seconded, and approved.

6 yes 0 no vote

## 7. CPMT old business-

- Ms. Donna Krauss presented information requested at a previous CPMT meeting regarding assistance through NCO for past due copayment collection. The CPMT members deferred to take any action on this item.
- Ms. Donna Krauss requested Team to approve revisions made to the collection procedures within the parental financial contribution policy. Motion made to approve changes, seconded, and approved. 6 yes 0 no vote
- Ms. Donna Krauss provided an update on the OCS audit for Stafford County. Stafford was inadvertently left off of the schedule for 2014; however OCS staff will be following up with HSO staff on the date and type of CSA audit Stafford County will receive.

8. CPMT new business-

- Ms. Donna Krauss provided the CPMT with information regarding the allocation for Stafford for FY2014 appropriate of Wrap Around Services for Students with Disabilities.

9. Other business-

- Ms. Donna Krauss presented information from the Office of Comprehensive Services regarding the Local Match for CSA Medicaid funded services under MCO plans
- Ms. Donna Krauss provided information regarding Transmission of CSA and Title IV-E Expenditure DATA to the State.

10. Adjournment- As there was no other business the Team agreed to meet on August 19, 2013.

Ms. Donna S. Krauss  
Assistant to the County Administrator  
For Human Services

Date \_\_\_\_\_

Mr. Michael Muse	Date
Secretary	